

**STRUCTURAL PEST CONTROL BOARD**

1418 HOWE AVENUE, SUITE 18, SACRAMENTO, CA 95825

**Telephone Numbers:**

Administration Unit (916) 561-8700  
 Examination/Licensing/Record Storage (916) 561-8704  
 Complaint Unit (916) 561-8708  
 FAX (916) 263-2469

[www.pestboard.ca.gov](http://www.pestboard.ca.gov)

## APPLICATION FOR BRANCH OFFICE REGISTRATION

**FEE \$60**

| FOR BOARD USE ONLY |             |
|--------------------|-------------|
| Cashiering No.     | Checked by: |
| Registration No.   |             |

As defined in section 8509 of the Structural Pest Control Act, a "Branch Office" is any fixed place of business in addition to the location of business for which the company registration is issued, where records are kept, mail received, statements rendered, money is collected, or requests are received for service or bids, or information is given pertaining to the practice of pest control..."

To register a branch office, complete this application and return it to the Structural Pest Control Board along with the \$60 fee in the form of a money order, cashier's check, or personal check, made payable to the Structural Pest Control Board. DO NOT SEND CASH. The Board must be informed of any new branch office within thirty (30) days after opening. (Title 16, California Administrative Code, section 1912) BRANCH OFFICE REGISTRATIONS ARE NOT SUBJECT TO RENEWAL.

**PLEASE PRINT OR TYPE**

|  |       |                                       |
|--|-------|---------------------------------------|
| Name of Company  |       | Company Registration Number           |
| Branch Office Address  |       | Telephone Number<br>Area Code (     ) |
| City   | State | Zip                                   |
| Principal Office Address   |       | Telephone Number<br>Area Code (     ) |
| City   | State | Zip                                   |
| Name of Branch Supervisor  |       | License No.                           |
| Is the branch office located in a commercial building or residence?  |       |                                       |
| Is the branch office clearly marked, or to be marked by a sign designating the business therein?   |       |                                       |
| A sole owner must sign this application personally.<br>Each partner must sign a partnership application.<br>An officer of the corporation, a shareholder, and each qualifying manager must sign a corporation application. |       |                                       |
| Signature  | Title | Date                                  |
|  |       |                                       |
|  |       |                                       |
|  |       |                                       |